

**Kansas Department of Health and Environment
Board of Adult Care Home Administrators
Meeting of March 14, 2008**

The Board of Adult Care Home Administrators met Friday, March 14, 2008 at 1:30 p.m. in Classroom F of the Kansas National Education Association Building, 715 SW 10th, Topeka, Kansas.

Members Present

Amy Hoch Altwegg
Dawn Veh
Jinna Jeffery

Staff Present

Camille Nohe
Marla Rhoden
Steve Irwin
Brenda Kroll
Mary Flin

Others Present

Phyllis Kelly, KACE
Kim Halbert, KACE
Pam Sheets, KACE
Linda MowBray, KHCA
Mitzi McFatrach, KABC
Artie Shaw, KABC

1. Call Meeting to Order

Chair Veh called the meeting of the Board of Adult Care Home Administrators to order at 1:05 p.m.

2. Minutes

Minutes of Meeting 12/07/2007

No action could be taken concerning the minutes of the December 7, 2007 meeting because there was not a quorum.

3. Complaints

Ms. Jeffery reported that there were three cases discussed but because there was not a quorum the CIC could make no formal recommendations. The CIC members present suggested that more information is needed for one complaint while they propose dismissal of the second and third complaints.

The CIC members suggested that a conference call be held in the next couple weeks to confirm the recommendations.

4. Reports

A. NAB Test Results

Brenda Kroll provided copies and an overview of the NAB test results report for the fourth quarter of 2007. A total of seventeen candidates tested with five of those passing for a pass rate of 29.41% for the fourth quarter. The total number of candidates testing for the year 2007 was 54. Of those 54 a total of 27 passed for a total passing percentage for 2007 of 50.00%.

Ms. Kroll noted that the passing percentage for the third quarter of 2007 and the yearly total for 2007 were the lowest in ten years.

Ms. Kroll reported that the total number of candidates testing in 2007 was 54 which is higher than the total 41 candidates who tested in 2006.

Board discussion followed concerning what may help to raise the pass rate for Kansas candidates. Ms. Kroll noted that NAB has recently begun offering on-line practice exams. Ms. Kroll will poll test candidates to get feedback concerning the effectiveness of the practice exams. Ms. Kroll also read excerpts from a letter received from Margery M. Oaklief, Ph.D. concerning the national exam. Dr. Oaklief, CEC, offers a licensure review for the national and state nursing home administrator exams. Dr. Oaklief notes that the NAB test is becoming much more difficult for students to pass and they suggest that students allow time to study AFTER the review session before sitting for the examination.

B. Temporary License Report

Ms. Kroll provided a copy and overview of the report for temporary licenses issued from July 1, 2007 through February 29, 2008. There are currently six active temporary licensees. Of those, four are completing their AIT experiences, one is preparing for the NAB test and one is serving in an interim position.

5. Update

A. Status of Proposed Regulations

Marla Rhoden reported that the proposed regulations were submitted to the Kansas Department of Administration on February fourth. Once the Department of Administration approves the language the proposed regulations will be forwarded to the Office of the Attorney General for review. When approved a public hearing will be scheduled and conducted. At any point during this process there may be suggested language changes, etc. so it is difficult to determine the time frame for the adoption of the proposed regulations.

B. On-Line License Renewal Status

Ms. Kroll noted that the on-line renewal system for administrators with licenses expiring June 30, 2008 has been working successfully for two other licensure groups. It is anticipated that the administrators will find the process quick and easy. Staff was encouraged when 66% of the licensed speech-language pathologists and audiologists who renewed did so utilizing the on-line system.

3. NAB New Name and New Look

Ms. Rhoden shared information with the Board about the new name for NAB. The former name: National Association of Boards of Examiners for Long Term Care has been officially renamed the National Association of Long Term Care Administrator Boards.

4. BACHA Web Site Redesign

Ms. Kroll updated the Board about the changes/revisions planned for the BACHA website. Some of the changes discussed included: BACHA minutes on-line, a power-point which

provides step-by-step instructions for obtaining licensure (to include information about reciprocity, temporary licensing, initial licensing, renewals and reinstating a license). Ms. Kroll is continuing work on this project.

6. Letters of Exemplary Performance and Zero Deficiency Letters

Ms. Rhoden read excerpts from four zero deficiency letters to Brian Griffiths, Sonya Emerson, Kathy Ross and Kim Halbert. There were six letters of exemplary performance issued to Wade Gushee, Merle Koehn, Robert Hammond, Brian Griffiths, Kevin Bellinger and Vincent Patton.

7. Other Business

◆Chair Veh reported that the 2007 Summary Report of the NHA Job Analysis can be found on the NAB website at www.nabweb.org. This analysis information will be incorporated into the NAB test in 2009.

8. Public Comment

Phyllis Kelly, KACE, inquired about the Operators Revision Committee and expressed desire to have a KACE member serve on the committee. Discussion followed and it was decided that interested parties would contact Ms. Flin via email with ideas.

9. Next Meeting

The next meeting of the Board of Adult Care Home Administrators is tentatively scheduled for June 13, 2008. Chair Veh asked about the possibility of an alternate date of June 20, 2008. The date will be finalized in one or two weeks.

Adjourn

The meeting adjourned at 2:30 p.m.